# Mechanical Application

☐ Residential ☐ Multi-family ☐ Mixed Use ☐ Commercial

City of Redmond WASHINGTON

## Type of Work & Quantity

____ Air Conditioner
____ Air Handlers
____ Boilers
____ Compressors
____ Cooling Towers
____ Ductwork System Remodels
____ Evaporator Coolers
____ Exhaust Hood Type 1
____ Exhaust Hood Type 2
____ Fan Coil Units
____ Gas Appliance and Piping
____ Gas Logs Insert
____ Gas Piping Only
____ Gas Water Heater
____ Heat Pumps
____ Heating Equipment Including Ductwork
____ Hydronic Piping
____ Package HVAC Units
____ Restaurant Appliances
____ Unit Heaters
____ Vent Fans
____ Ventilation Systems (not part of heating or AC system)
____ Wood Pellet Stove or Insert

_____ **TOTAL # of Fixtures**

*Value of Construction: The value of construction shall include the prevailing fair market value of all labor, materials and equipment, whether actually paid or not, needed to complete the work.

Office Use

DATE:_____
MECH:_____
ACCEPTED BY:_____
PAYMENT METHOD:_____

## Site Location

*Value of Mechanical work $:_____
Site address:_____
Tax parcel number:_____
Project name/Tenant:_____
Plat name/Lot number:_____
Property owner:_____
Mailing address:_____
City:_____ State:_____ Zip:_____

## Detailed Description of Work

_____
_____

## General Contractor Information

Company name:_____
Mailing address:_____
City: _____ State:_____Zip:_____
Phone:_____Fax: _____
State contractor's license #:_____
Expiration date:_____
City of Redmond business license #: RED000_____
E-mail:_____

## Applicant Information

Contact person:_____
Company name:_____
Mailing address:_____
Fax:_____
City:_____
State:_____Zip:_____
Phone:_____
E-mail:_____

## Building Owner or Authorized Agent

*I hereby certify that I have read and examined this application and know the same to be true and correct, and I am authorized to apply for this permit.*

Print Name:_____ Date:_____

Signature:_____

Development Services Center, 15670 NE 85th St, Redmond, WA 98052 425.556.2473

## When a mechanical permit is required

The City of Redmond requires a mechanical permit before mechanical equipment is installed, altered, replaced, or remodeled.

New and replacement gas water heaters are processed under a Mechanical Permit.

New and replacement electric water heaters are processed under a Plumbing Permit.

## Mechanical plan review is required for the following projects

☐ New Commercial, Mixed-use, Multi-Family

☐ Complete HVAC Systems and A/C units, heat pumps, smoke and fire dampers, rooftop units or exhaust fans if over 75 lbs. in commercial buildings (except like for like equipment replacement.)

☐ All Type I & Type II hoods.

☐ All spray booths

## Electronic Submittal Requirements

Electronic plans that do not meet the requirements below will fail and will result in the application being deemed incomplete and will not be reviewed until complete. All USB drives may only contain documents being submitted to the City for proposed project.

A. File Naming Standards:

**Bolded** items noted in Section II indicate the naming convention in which the particular submittal must be named. For example, the **Site Plan** must be saved as Site Plan.

B. Plan Sheet Standards:

All plans must be drawn to scale, and have scale noted on each sheet.

C. Acceptable File Types

Plans, calculations, reports and supporting documents must be uploaded as a PDF.

D. Plan Orientation: All plans must be uploaded in "Landscape" format in the horizontal position.

E. Flatten and merge separate sheets into one file before submitting to the City for review. For example, all sheets in the structural plan set shall be one file named **Structural Plans.**

**Any files that are not named properly and/or uploaded incorrectly may be rejected at intake.**

## Submit the following information for mechanical plan review

☐ **Gravity Calculations** are required for all rooftop units. If the unit is 400 lbs or larger Engineered structural lateral force calculations are also required.

☐ **Reflected Ceiling Plan** showing and identifying ductwork, equipment, piping, supply diffusers, return air grilles and fire dampers.

☐ **Equipment List and Schedule**

☐ **WA State Ventilation and Indoor Air Quality Code (VIAQ)** calculations for outside air.

☐ **Screening** Mechanical screening shall be required for any rooftop equipment greater than 1' in height, and for any equipment exterior to the building. Screen materials must be architecturally compatible with the building and shall be as high as the equipment being screened. Plans must show height of equipment relative to screening and shall include notations of materials and colors to be used. If an existing parapet effectively screens proposed equipment, plans must show parapet height relative to equipment heights.

## Other information

All Natural Gas fuel gas piping is now covered under the 2012 International Fuel Gas Code. Liquefied Petroleum Gas installations are covered by NFPA 58 & 59A ed of the Liquefied Petroleum Gas Code.